

SI-0-9049

1 March 1950

MEMORANDUM FOR: Budget Officer
Personnel Director
Management Officer
Chief, Special Support Staff
Chief, Administrative Staff
General Counsel ✓

SUBJECT : Accommodations for dependents in connection with travel on Permanent Change of Station or Home Leave Orders

REFERENCE : a. Memo from Executive addressed to Budget Officer, Personnel Officer, and Services Officer, subject: Payment of Travel Expenses, dated 3 August 1949

1. Reference "a" is recalled.

2. The intent of the recalled policy of 3 August 1949 was to provide for the travel of dependents with the employee concerned in the same or adjacent accommodations when both the employee and his dependents were authorized to travel together. It was not intended to authorize an election by the employee that his family could travel by other than the shortest usually traveled route when additional expense to the Government would be occasioned thereby.

3. In order to clarify this situation, a restatement of policy is given below:

"It is the policy of this Agency that where payment of travel expenses of dependents of employees in connection with permanent change of station or home leave is authorized and such dependents travel with the employee by the most economical usually traveled route, full reimbursement will be made from official funds for accommodations which will enable the employee and his dependents to be together provided accommodations furnished are the lowest first class facilities available on the means of transportation used.

"In those cases where dependents accompany an employee on other than the most economical usually traveled route, the difference in cost of transportation must be borne by the employee."

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[Redacted Signature]

Executive

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